Maryland

ROADMAP TO RECOVERY
MARYLAND STRONG

Best Practices for Businesses to Reopen

CONSTRUCTION AND DEVELOPMENT

PREPARE THE BUILDING/ JOBSITE

- Employers should develop a uniform standard for jobsite procedures including:
  — proper signage
  — a comprehensive COVID-19 exposure control, mitigation, and recovery plan
  — administrative controls and/or PPE utilization
  — social distancing, hygiene/sanitation guidelines
  — symptom monitoring and incident reporting
- On large jobs, employers should consider designating a site monitor to ensure compliance with CDC, OSHA, state/local, and jobsite guidelines.
- If the site is an occupied structure, develop a specific communication and work plan between occupants and the building management before work begins

PREPARE THE WORKFORCE

- Employees should be trained in, and understand, current COVID-19 health and workplace guidelines, both general and industry-specific.
- Continue teleworking whenever possible. Give employees flexibility regarding returning to the jobsite/office.
- Direct sick workers to follow CDC and state guidelines regarding home isolation for suspected or confirmed COVID-19 infections.
- Implement a daily screening process for workers and other personnel which include CDC or MDH recommended health questions and consider temperature testing.
- If symptoms develop at work, designate an isolation area until the employee is able to go home.
- Develop and communicate action plans in the event of a positive test for COVID-19 for those directly exposed and those potentially exposed, consistent with CDC and MDH guidelines.
- Establish a standard operating procedure for the use of administrative controls and/or PPE. Train employees on how to properly put on and take off PPE equipment.
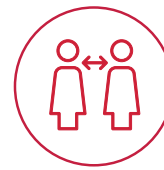
SOCIAL DISTANCE PLANNING

- Social distancing should be maintained to the greatest extent possible, including during shift and lunch breaks.
- Where possible, in-person meetings should be avoided, and virtual meetings/calls used instead.
- Where possible, more break areas (e.g. additional break tents) should be provided, communal break areas/shared food and drink services should be removed/discouraged, and isolated breaks should be encouraged.
- Social distancing while commuting should be encouraged, including proper protection and distancing while carpooling, using public transport, etc.
- Consider developing alternate plans for employee hours, including split schedules/shifts, shorter work weeks, staggered start/break/shift times, etc.
- Keep team members/shifts consistent in an effort to isolate and contain any potential outbreak.

For more information go to open.maryland.gov/backtobusiness

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CONSTRUCTION AND DEVELOPMENT

REDUCE TOUCH POINTS, CONTROL ACCESS & INCREASE CLEANING

- Implement regular cleaning and disinfection of jobsites and other work facilities, in accordance with CDC/OSHA guidelines.

- Employers should make best efforts at each jobsite and office space to ensure appropriate hygiene practices, such as:

- Hand washing and sanitizing stations

- Regularly sanitized, and properly spaced, bathrooms, and other common and high touch-point spaces.

- Eliminate the usage of shared hand tools where possible, and otherwise instruct workers to disinfect any shared tools and equipment with surface-appropriate products between usage.

- If possible, operators should be assigned a single piece of equipment all day.

- Wherever possible, consider submitting documentation electronically (inspections, permits, certifications, invoices, e-ticketing, change orders, etc)

- Where sites allow, stairwells should be designated "up" or "down" to minimize cross-traffic.

- Jobsites should be properly secured and locked to prevent unauthorized visitors from gaining access and exposing employees, on and off working hours.

- Nonessential visitors to jobsites should be limited, and any visitors should be screened according to jobsite protocol.

COMMUNICATION PROCEDURES

- Employers should develop industry specific health guidelines related to COVID-19 and post proper signage around jobsites.

- A copy of the plan should be available on each jobsite during any construction activities, and available for inspection by state and local authorities, subcontractors, and suppliers.

- Open communication with employees regarding all COVID-19 procedures and guidelines.

- Build workforce confidence by frequently communicating your procedures and expectations on minimizing the risk of exposure.

All Executive Orders still in effect must be complied with. See most up to date orders here: governor.maryland.gov/covid-19-pandemic-orders-and-guidance.

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